



June 30, 2020

To: Florida Technical College Students and Employees

From: Dr. James M. Burkett, President

DocuSigned by:

James Michael Burkett

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Communication Campus Safety Guidelines COVID-19

Florida Technical College and DAVE School campuses are remaining in Phase I maintaining strict safety guidelines and adhering to the Governor's, CDC, and OSHA recommendations to maintain the wellbeing of our faculty, staff, and students. For your safety, we will continue to abide by the following Campus Operation rules:

- All students, faculty, and staff must check-in with security at the one designated entrance available.
- Temperature screenings will be required for all employees and students to gain access to the facility as an additional screening and safety protocol.
- All students, faculty, and staff must wear face coverings while on campus and must have their Identification (College ID).
- All students, faculty, and staff must adhere to the physical distancing (social) guidelines of 6ft and not have more than 10 people in a classroom area. All students, faculty, and staff must comply with posted guidelines and comply with established hygiene and sanitation requirements.
- All students must report to their scheduled classrooms. Once the students are dismissed, they must exit the building.
- Common areas will not be open at this time in order to avoid group gatherings.

FTC and DAVE School campuses are open for designated employees and students are visiting the campus to complete their necessary clinical and laboratory assignments. Before visiting the campus if you respond "yes" to any of the following questions, please refrain from going to campus or, if you have already traveled to campus, please notify your academic leader and exit the campus immediately. We ask that you contact your physician or visit a testing center and seek a written confirmation that you are not COVID-19 infected and with this documentation, you may return to campus. In addition, please notify your Instructor that you will not be attending class or lab so we can work on an academic plan with you.

1. Have you been in close contact with a confirmed case of COVID-19 within the past 14 days?
2. Have you had a fever or felt feverish in the last 72 hours?
3. Are you experiencing any new respiratory symptoms including a runny nose, sore throat, cough, or shortness of breath?
4. Are you experiencing any new muscle aches or chills?
5. Have you experienced any new change in your sense of taste or smell?

We appreciate your support and patience as we continue to provide you, our students the education and supportive services needed to meet your academic requirements.

The college will be communicating any changes at your campus via email and text. Please visit your student portal, verify that the college has the accurate personal mobile number and email, and make the necessary corrections in the portal if needed. You may also visit the campus Coronavirus update pages at www.ftccollege.edu/coronavirus and www.daveschool.com/coronavirus.

Together we will overcome this and arise stronger.